



Dayton Police Department

6531 Walnut Street / PO Box 557

Dayton, IN 47941

(765) 447-2219

police@dayton.in.gov

2022 BENEFIT SUMMARY FOR DEPUTY MARSHAL

Salary: \$41,600.00 to \$54,800.00 (Set by Council based on Experience)

PERF (Pension): Town contributes 11% and Employee Contributes 3%

Healthcare stipend: \$350/month

Clothing allowance: \$600/year

Paid Time Off:

Vacation: Up to 80 hours (Set by Council based on experience)

Personal Days: 16 hours after completing 90 days.

Sick Days: 48 hours after completing 90 Days.

Holidays: 13 days



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Employment application for the position of DEPUTY MARSHAL.

Provided with this application is:

- 1. Application Process**
- 2. Basic Job Requirements for the position of DEPUTY MARSHAL**
- 3. Essential Skills and Abilities for the position of DEPUTY MARSHAL**
- 4. Basic duties of the DEPUTY MARSHAL**

Prior to completing the employment application, review the items above to insure your eligibility. Any employment application not complying with the above items will be rejected.

Mandatory copies of documents to be attached to this application are:

- 1. Birth Certificate**
- 2. Driver's license**
- 3. High School Diploma or GED/College Diploma**
- 4. D214 Military Form (if applicable)**
- 5. Signed Reference Check Consent Form and Release**
- 6. Signed Misdemeanor Crime of Domestic Violence Notice**
- 7. Social Media Waiver**

APPLICATION PROCESS

- Submit an application and requested documentation.
 - Interview with the Dayton Town Council.
 - Pass a polygraph.
 - Pass a background investigation.
 - Pass a psychological evaluation.
 - Pass a complete physical evaluation.
 - Final interview with the Dayton Town Council.
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Basic Job Requirements for POLICE OFFICER

- Applicant must be citizen of the United States.
- Applicant must be at least 21 years of age.
- Applicant must have a valid Indiana driver's license.
- A high school diploma is required and a college degree in law and society or related fields is also preferred. Work experience will also be considered.
- Applicant must have no felony convictions.
- Applicant must be of "good moral character".
- Previous graduate from a recognized Law Enforcement Academy is required.
- Applicant shall reside within 15 miles of the Town of Dayton, IN.
- Applicant shall maintain a telephone and keep the number updated with the town clerk and board members.
- Applicant shall have the ability to handle stressful condition.
- Applicant should have a good record with previous employers.
- Applicant should be in sound mental and physical health.
- Applicant shall submit to being fingerprinted.
- Applicant shall sign a waiver and submit to a polygraph test.
- Applicant shall submit to a psychological evaluation.
- Applicant shall take and pass physical exam.
- Any appointment will be predicated on a 1 year probation period.
- Applicant will work an average of 40 hours per week.

ESSENTIAL SKILLS AND ABILITIES

- Knowledge of departmental rules, regulations and department general orders.
 - Keep certifications, such as state mandatory training and IDACS certifications current.
 - Ability to appropriately respond to emergencies from off-duty status.
 - Ability to use weapons accurately and safely.
 - Ability to observe and report observations accurately and in detail.
 - Ability to sustain physical effort in situations of personal danger or danger to others.
 - Ability to pursue suspects by running, climbing stairs, forcing entry, scaling walls and jumping fences.
 - Extensive knowledge of law enforcement procedures and methods including patrol, traffic, officer safety, investigations, report writing and data systems.
 - Extensive knowledge of criminal law procedures such as search and seizures, arrests, interrogations, confessions, evidence collection, crime scene protection, due process, and court procedure.
 - Extensive knowledge of traffic laws.
 - Working knowledge of emergency medical treatment procedure, and ability to apply those procedures safely to others.
 - Ability to stand or sit for long periods of time, sometimes in extreme weather conditions.
 - Ability to operate a vehicle safely at high speeds under less than ideal conditions.
-

BASIC DUTIES OF A POLICE OFFICER

- Patrol the Town of Dayton on foot or in a vehicle searching for suspicious activity or situation, assists citizens with problems such as lost children, injured person, animal bites, civil disputes, locked doors, vehicle inspections, and abandoned vehicles.
 - Monitors radio and other communications devices to receive assigned runs, and to maintain awareness of activities in assigned area or by other officers.
 - Responds to assigned run by driving (at appropriate speeds), walking, or running to a specified location, assesses situation, and determines need for other assistance, and takes appropriate action.
 - Investigates accidents, extracts victims, provides emergency medical aid, and gathers evidence, records observations and statements of witness and victims, request assistance from other officers or agencies as needed, directs the removal of the vehicles involved and ensures the area of clear.
 - Searches crime scenes, takes prescribed actions to preserve and protect evidence, and records findings and observations.
 - Pursues, apprehends, searches, and arrests suspects using only necessary force, advises suspects of their rights, transports suspect to detention area, interviews victims, suspects, witnesses, and records their responses, and observations.
-

- Restrains persons from physically striking or injuring others using appropriate force.
- Stops drivers of vehicles when traffic violations are observed, verifies license and registration data, advises drivers of safe driving practices, and issues citations or makes arrests as warranted.
- Reports as directed to scenes of general emergencies, and takes appropriate action to protect life and property, such as directing traffic, quarantine area, assisting individuals in leaving the area, prevents looting, and requests appropriate assistance. Removes persons from danger.
- Maintains visibility in the community.
- Completes written and verbal reports and completes forms as required by the operating procedure.
- Testifies in court, and prepares for such testimony by the reviewing reports and notes, meeting with attorneys, and obtaining appropriate evidence.
- Properly maintains uniforms, equipment, and weapons pursuant to the departmental policy.

APPLICATION FOR EMPLOYMENT

*** * DEPUTY MARSHAL * ***

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Applications will be held for a period for one (1) year

(PLEASE PRINT)

Date of Application: _____

Name: _____
 Last *First* *Middle*

Address: _____
 Street *City, State, Zip*

Telephone: _____ Mobile Telephone: _____

Social Security Number: _____ Drivers License Number: _____
State: _____

(Your Social Security Number is requested on this form to facilitate record keeping and minimize effort and errors in reference to other records, which require the use of the Social Security Number. You have the right to refuse to provide your Social Security Number on this form without penalty, or to request that it be removed at any time.)

Have you read the job description? _____

Have you ever filed an application with the Town of Dayton? _____

Are you a citizen of the United States? _____

(The immigration Reform and Control Act of 1986 requires employers to verify employee proof of citizenship or immigration status upon employment.)

Are you currently employed? _____

Present Employer: _____

May we contact your present employer? _____ Phone Number: _____

Date you are available to start work: _____

Education

Name Of School

Did You Graduate

Subjects Studied

Elementary: _____

High School: _____

College: _____

Trade/Business: _____

Do you hold College degree in law enforcement or related field? _____
(Graduates with College degrees in a law enforcement related field will be considered with one (1) year of experience.)

Did you graduate from the Indiana Law Enforcement Academy? _____
If you attended another Law Enforcement Academy please list the name and address of the academy: _____

Have you completed 3 years of employment as a full-time Law Enforcement Employee?

Have you ever been convicted of a felony or misdemeanor? _____
If yes, explain _____

(Under Indiana Law, a person may not be appointed, reappointed, or reinstated if they have a felony conviction on their record. Other arrests or convictions will not necessarily be a bar to employment.)

Have you ever been suspended or received time off for disciplinary reasons? _____
If yes, explain: _____

Have you used illegal drugs? _____

Do you have the ability to perform job-related functions, with or without reasonable accommodation, of the position you are applying for? _____

Have you applied for a Police Officer position at any other Police Department? _____

Please list which Departments: _____

Do you have any relatives that have been convicted of a felony or morals charge? _____

If yes, explain fully:

Family History – List Father, Mother, Brothers, Sisters, Children and their Present Address.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Personal References – References should not be related or Previous Employers:

1.	_____	_____	_____
	<i>Name</i>	<i>Address</i>	<i>Telephone Number</i>
2.	_____	_____	_____
	<i>Name</i>	<i>Address</i>	<i>Telephone Number</i>
3.	_____	_____	_____
	<i>Name</i>	<i>Address</i>	<i>Telephone Number</i>
4.	_____	_____	_____
	<i>Name</i>	<i>Address</i>	<i>Telephone Number</i>

Employment History – Start with your present or last job. Include military service assignments and volunteer activities:

1. Employer _____
Address _____
Dates of Employment _____
Job Title _____
Reason for Leaving _____

2. Employer _____
Address _____
Dates of Employment _____
Job Title _____
Reason for Leaving _____
3. Employer _____
Address _____
Dates of Employment _____
Job Title _____
Reason for Leaving _____
4. Employer _____
Address _____
Dates of Employment _____
Job Title _____
Reason for Leaving _____
5. Employer _____
Address _____
Dates of Employment _____
Job Title _____
Reason for Leaving _____

[illegible]

AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this and supplemental applications for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the Town.

Signature of Applicant

Reference Check Consent Form and Release

I hereby authorize The Town of Dayton to inquire about, investigate and obtain copies of any records which relate to me from my former employers and educational institutions. I hereby release The Town of Dayton, all affiliated persons and entities, as well as any person or institutions that provides the Town of Dayton with any lawful information about me, from any and all liability whatsoever resulting from any such lawful inquiry, investigation or communication.

If Applicable-My educational history is as follows:

	School Name	Degree	Did You Graduate
High School			
College			
Graduate School			

My prior employers are:

Name of Employer	Address	Individual to Contact & Phone Number	Dates Employed

Printed Name

Signature

Date

Misdemeanor Crime of Domestic Violence Notice

The Omnibus Consolidated Appropriations Act of 1997 made it unlawful For any person convicted of a "Misdemeanor Crime of Domestic Violence" to possess, or receive firearms or ammunition. "Misdemeanor crime of Domestic Violence" is generally defined as any offense – whether or not Explicitly described in a statute as a crime of Domestic Violence – which has as its factual basis, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by the victims current or former domestic partner, parent or guardian. The term "convicted" is generally defined by the statute as excluding anyone whose conviction has been expunged or set aside, or has received a pardon. This prohibition DOES apply to all Law Enforcement Officers. If this statute affects you would not be eligible for appointment as a deputy marshal with the Town of Dayton.

Have you ever been convicted of a misdemeanor crime of Domestic Violence within the meaning of the statute?

Yes _____

No _____

Signature

To be returned with completed application.

Social Media Consent

I do hereby give authorization to the Dayton Police Dept. to review any social media account and internet-based communication-oriented platform such as Facebook, Twitter, Chat group, etc that I have ever used or subscribed to.

Signed: _____

Dated: _____

List all social media accounts with any user names and aliases.

**APPLICATION RETURN
INSTRUCTIONS**

MAIL TO:

DAYTON POLICE DEPT.

PO BOX 557

DAYTON, IN. 47941

OR DELIVER TO:

DAYTON TOWN HALL

721 WALNUT ST

DAYTON, IN. 47941

M-F 9am to 3pm